



Nature Fest Vendor Fact Sheet

Festival Date and Location:

Date – April 29, 2017

Time -10 a.m. – 5 p.m.

Location - Bridgeland's Oak Meadow Park,
17730 House Hahl Road
Cypress, TX 77433

Vendor Participation:

Nature-themed vendors will pay **\$100** for the use of a 10 X 10 tent, table and (2) two chairs. No personal tents will be allowed. Vendors must provide their own banner or signage.

****Please note that non-profit vendors are not required to pay the vendor fee.***

Electricity:

If needed, electricity will be available for \$50/day.

Payment:

Payment must be sent in full at the time of registration (see mailing address on page 2).

Space is limited:

If you're interested in participating, please email a completed registration form and a signed copy of the 'Rules and Regulations' to Bethany@highbridgeevents.com as soon as possible.

Please make your participate fee* to Martha Gros (address on next page). Make checks payable to Bridgeland Development, LP. (**Excluding non-profits*)

Deadline to reserve space is April 7, 2017. Confirmation will be sent via email noting secured space.

Questions should be directed to Bethany Kocian,
Bethany@highbridgeevenets.com / Phone: 832-4565-1838



April 29, 2017
10 a.m. to 5 p.m.
Oak Meadow Park in Bridgeland

Nature Fest Vendor Form

Company Name _____

Mailing Address _____

Phone Number _____ Email Address _____

Contact Person _____

Website _____

Electrical Requirement (Please be very specific) – Electricity will be provided upon request for \$50.

PLEASE MAKE CHECK PAYABLE TO:

BRIDGELAND DEVELOPMENT, L.P.

Mail to:

Bridgeland

Attn: Martha Gros

16919 North Bridgeland Lake Parkway

Cypress, TX 77433

Office Use Only

Check Number _____

Nature Fest 2017
April 29, 2017 – Oak Meadow Park
Rules & Regulations

- 1) Nature-related vendors and non-profit vendors only.
- 2) Event is held in Bridgeland at Oak Meadow Park. The address is 17730 House Hahl Rd., Cypress, Texas. Festival Hours: 10 a.m. to 5 p.m.
- 3) Booth details: The cost to be a vendor is \$100 and you will get a 10 x 10 exhibit tent, with one table and two chairs. Extra tables are available upon request. Each participant will need to provide their own ID signage on tent (either a banner or table top display). Deadline to reserve space is April 7, 2017. **Please note that non-profit vendors are not required to pay the vendor fee.**
- 4) Move-in details: Saturday, April 29, 2017, exhibitor must check in prior to move-in. Each tent must be set up by 9 a.m. on Saturday. The event site will open for exhibitor move-in at 7:30 a.m. on Saturday, April 29, 2017. Exceptions to this must be approved by Bridgeland no later than April 21, 2017.
- 5) Staffing: The exhibit tent must be fully operational and staffed by the exhibitor during festival hours 10 a.m. – 5 p.m. No early teardowns!
- 6) Exhibitors: Once unloading is complete, vehicles must be moved to a designated parking area. Do not leave belongings unattended. Bridgeland, The Howard Hughes Corporation and HighBridge Events will not assume responsibility for missing or stolen articles.
- 7) Security and Medical: Bridgeland will provide security from 6 p.m. Friday, April 28 through 6 p.m. Saturday, April 29. Neither Bridgeland nor HighBridge Events will be responsible for, or guarantee, the exhibitors against loss of any kind-including, but not limited to, theft, loss due to weather damage, acts of God, strikes, or as a result of negligence of the exhibitor or its representatives. Bridgeland will have trained medical personnel available during festival hours.
- 8) Electrical: Power is available to any vendor that requests it by April 7th. **There is a \$50 fee for any power required.**
- 9) All exhibitors must be self-sufficient; Bridgeland will only provide a tent, table, chairs and power if requested.
- 10) Exhibitor-owned materials must be removed from the exhibit tent by 6 p.m. on Saturday, April 29, 2017. Exceptions must be approved by Bridgeland by April 21, 2017.
- 11) Food and Beverage: No food or beverage sales will be allowed from exhibitor tents. Samples of products for attendees are allowed. Concessions will be available for attendees and exhibitors.
- 12) Fire Safety: Due to the location of the festival, precautions must be taken while in the park.
- 13) Sound Policy: Exhibitors shall not have sound coming from their booths at a volume disturbing to any surrounding exhibitors.
- 14) Cancellation Policy: All cancellations must be submitted to Bridgeland by April 14, 2017.

I acknowledge that I have read and understand the rules and regulations above, and that I agree to the conditions, rules and regulations therein. I also understand that Bridgeland reserves the right to refuse applications for exhibit space or sponsorship.

Company Representative Signature and Title

Date

For more information or questions, please contact Bethany Kocian
Bethany@highbridgeevents.com / Phone: 832.465.1838